



TOWN OF LOS GATOS

RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA 95030

TOWN OF LOS GATOS
TRANSPORTATION & PARKING COMMISSION REGULAR MEETING
RJ BRYANT SERVICE CENTER – PARKS & PUBLIC WORKS DEPARTMENT
41 MILES AVENUE, LOS GATOS
7:30 AM REGULAR MEETING
THURSDAY, AUGUST 9, 2012

MINUTES

The August 9 Agenda was posted to the Public on August 2, 2012.

I. MEETING CALLED TO ORDER

The Transportation and Parking Commission Regular Meeting was called to order at 7:32 a.m. by **Chair Tanimoto**.

II. ROLL CALL

Present: Chair Chris Tanimoto, Vice-Chair Melanie Hanssen, Commissioner Ed Stahl, Commissioner Erik Wilhelmsen, Commissioner Nick Goddard, and Commissioner Mike Calise

Commissioner Erik Wilhelmsen entered after roll call at 7:35 a.m.
Vice-Chair Melanie Hanssen entered after roll call at 7:37 a.m.

Absent: Commissioner Leonard Lumby

Staff: Kevin Rohani, Town Engineer
Stephen Walpole, Sergeant

III. APPROVAL OF THE JUNE 14, 2012 REGULAR MEETING MINUTES

MOTION: Motion made by **Commissioner Goddard** to approve the June 14, 2012 Regular Meeting Minutes.

Seconded by Commissioner Stahl.

Chair Tanimoto asked the Transportation & Parking Commission if there were any questions or comments regarding the minutes. There were no questions or comments regarding the minutes and a vote was taken.

VOTE: Motion carried unanimously.

IV. COMMUNICATIONS

(Three minute time limit per speaker for subjects not agendized.)

A. Verbal

Chair Tanimoto reminded the Transportation & Parking Commission that the Town of Los Gatos Chamber of Commerce is accepting applications for the 2012/13 Leadership Los Gatos program. The deadline for the application and tuition is Friday, August 31, 2012.

B. Written

None.

V. COMMISSION MATTERS

A. Chairperson Report

1. Sustainability Plan

Chair Tanimoto reported that the Sustainability Plan will be considered by the Planning Commission on August 8, 2012, prior to being considered for adoption by Town Council in September 2012.

Chair Tanimoto stated that he reviewed the most current version of the Sustainability Plan and there have been no other changes thus far. **Chair Tanimoto** recommended that the Transportation & Parking Commission wait until a decision and/or adoption has been made by the Town Council before contacting the Community Development Department (CDD) regarding implementation relative to transportation in the Sustainability Plan.

Commissioner Calise asked if there were additional comments and concerns, such as the EV charging stations, who he would contact to have them addressed. **Town Engineer Rohani** stated that he can send his comments and concerns to Associate Planner Jennifer Savage in the Community Development Department.

Vice-Chair Hanssen asked if the Sustainability Plan fits in with the other plans in place, i.e., the General Plan. **Town Engineer Rohani** stated that they are in line with the Town's General Plan and it will not supersede it.

Chair Tanimoto and **Town Engineer Rohani** suggested that the Transportation & Parking Commission defer from any action until a decision has been made by the Town Council in September or October. The Transportation & Parking Commission agreed.

B. Transportation & Parking Commission Projects and Priorities

Vice-Chair Hanssen suggested the possibility of forming a subcommittee to finalize the draft version of the Transportation & Parking Commission Projects and Priorities List for the next three years that will be in align with the Town's General Plan and Sustainability Plan.

Multiple Commissioners suggested extending the regular meeting in October. **Commissioner Wilhelmsen** suggested that a special meeting be called in order to have a final draft ready for the October meeting.

Chair Tanimoto asked if there were any further questions or discussion regarding the suggestions of either forming a sub-committee or calling a special meeting regarding the Transportation & Parking Commission Projects and Priorities List. There were none and a motion was called upon the Transportation & Parking Commission by Chair Tanimoto.

MOTION: Motion made by **Commissioner Stahl** to hold a Transportation & Parking Special Meeting on September 13, 2012 in order to finalize the Transportation & Parking Commission Projects and Priorities List.

Seconded by Commissioner Wilhelmsen.

Chair Tanimoto asked the Transportation & Parking Commission if there were any questions or comments regarding the Transportation & Parking Special Meeting on September 13, 2012. There were no questions or comments regarding the Transportation & Parking Special Meeting on September 13, 2012 and a vote was taken.

VOTE: Motion carried unanimously.

Chair Tanimoto requested that staff resend the documents to the Transportation & Parking Commissioners in preparation of the Special Meeting in September.

Vice-Chair Hanssen encouraged the commissioners to please familiarize themselves with the General Plan, the Transportation & Parking Commission Projects and Priorities List and the Sustainability Plan (if available upon the time of distribution).

Traffic Incident Report

Vice Chair Hanssen asked if Sergeant Walpole could review the Traffic Incident Reports for the Town on a frequent basis, i.e. quarterly, with the Transportation & Parking Commission.

Chair Tanimoto asked Sergeant Walpole asked if he could provide the report to the Transportation & Parking Commission. **Sergeant Walpole** stated yes, based on the criteria that the commissioners are asking for.

The **Transportation & Parking Commissioners** stated that they would like all reports related to bicycle and pedestrian and injury accidents.

Town Engineer Rohani stated that the report will be provided by the Police Department in the Transportation & Parking Commission Agenda package when the next regular meeting is scheduled.

Chair Tanimoto stated that after initially reviewing the report, he will then ask the Transportation & Parking Commissioners if they'd like this to remain a standing item on the agenda.

C. Downtown Parking Garage

Chair Tanimoto indicated that this item will be discussed at the Transportation & Parking Special Meeting on September 13, 2012, as it is included as part of the Transportation & Parking Commission Projects and Priorities.

Commissioner Stahl stated that he is disappointed with the Town Council because parking is a major concern in Town and should be addressed as such. **Commissioner Stahl** continued to state that he's heard people say don't come to Los Gatos because there's no parking, even though parking tickets are at an all-time high. **Commissioner Stahl** also stated that the parking assessment is also on the brink of expiration, so what is the Town going to do next.

Town Engineer Rohani stated that he will invite Economic Vitality Manager Jessica Von Borck to the Special Meeting in September to discuss with her to the importance of constructing a parking garage in Town.

D. Elm Street Parking Lot

Commissioner Stahl reported on the two injuries sustained from individuals who attended the Great Race. **Commissioner Stahl** continued to report the injuries resulted from them tripping on the curb located in the middle of the upper portion of the Elm Street Parking Lot.

Commissioner Stahl suggested that a white stripe be painted on the top of each curb.

Town Engineer Rohani reported that he investigated the curb and since there are a lot of events held at this site, it will help reduce trip and fall hazards by painting the face of the curb in the middle of the parking lot. The painting of curbs will be done in the next two months.

Town Engineer Rohani reiterated that staff will paint the face of the curb, observe on whether or not it is an effective solution and will follow-up as needed.

E. **Town of Los Gatos Bicycle & Trail Map (Draft)**

Vice-Chair Hanssen reported that aside from the VTA bicycle safety tips that will be printed on the back of the Town of Los Gatos Bicycle & Trail Map, it has been reviewed by the Bicycle Advisory Committee and is ready for approval.

Town Engineer Rohani stated that the map has been distributed to the Youth Commission and will be presented at the Parks Commission Special Meeting on August 14, 2012 at Oak Meadow Park – Picnic Area #1.

Vice-Chair Hanssen expressed that once the map is formally approved that the plan is to make it available on the Town's website, until funding is available for the map to be printed professionally.

The Transportation & Parking Commissioners discussed various resources in order to make the map available to the public. **Commissioner Wilhelmsen** suggested that an "app" be created. **Commissioner Calise** agreed and that an "app" would be more useful and cost effective. **Vice-Chair Hanssen** stated that she will contact VTA for information regarding creating an app such as they have for VTA riders.

Chair Tanimoto asked if there were further questions or discussion regarding the Town of Los Gatos Bicycle & Trail Map. There were none and a motion was called upon the Transportation & Parking Commission by Chair Tanimoto.

MOTION: **Motion made** by **Commissioner Stahl** to approve the Town of Los Gatos Bicycle & Trail Map as presented by the Parks and Public Works Department.

Seconded by **Commissioner Wilhelmsen**.

Chair Tanimoto asked the Transportation & Parking Commission if there were any questions or comments regarding the Town of Los Gatos Bicycle & Trail Map. There were no questions or comments regarding the Town of Los Gatos Bicycle & Trail Map and a vote was taken.

VOTE: Motion carried unanimously.

VI. ITEMS FOR INFORMATION

A. Johnson Avenue Permit Parking Update

Sergeant Walpole reported that Johnson Avenue Resident William Walsh re-surveyed the neighborhoods (John Avenue, Loma Alta, Cross Avenue and the Los Gatos Boulevard Extension) that signed the petition for a parking restriction and determined they would like to be included in the Olive Zone. **Sergeant Walpole** stated that the preference to be included in the Olive Zone was determined by all the neighborhoods in agreement with the exception of Loma Alta as no response was received.

Sergeant Walpole indicated that he reported the outcome to staff and that they are in the process of creating the Olive Zone signage.

Town Engineer Rohani stated that the signs will be installed and will remain in the designated areas throughout the entire school year. **Town Engineer Rohani** reported that during the course of this trial period, data will be recorded and reported back to the Transportation & Parking Commission regarding its progress.

B. Capital Projects Update

Town Engineer Rohani provided an update to the Transportation & Parking Commission on the following transportation projects:

- **Bicycle and Pedestrian Safety Project on Blossom Hill Road**
 - Sidewalks are complete and ready for the opening of the school year.
- **Los Gatos Creekside Sports Park**
 - Project is underway and in progress.
 - Grand Opening of the Los Gatos Creekside Sports Park scheduled for October 27, 2012.
- **University Avenue Resurfacing (Shelburne Way to Vasona Dam)**

- Contract awarded to Duran & Venables on July 19, 2012.
- Project will perform base repairs, storm drain improvements, curb, gutter and sidewalk construction, retaining wall construction and new asphalt overlay and restriping.
- Completion scheduled for December 2012.
- **Wedgewood Avenue Improvements**
 - Project in its final phase; sidewalks are complete.
 - Completion scheduled by the end of August 2012.
- **Highway 9/University Avenue Intersection**
 - Waiting for power pole relocation from PG&E; project will proceed after the relocation of power poles planned in fall 2012.
 - 80% of the intersection design is complete at this time.
- **Pageant Grounds Renovation**
 - Renovation includes landscaping, access improvements and installation of retaining walls.
 - Renovation to begin October 2012.
- **Sidewalk Construction (along the east side of University Avenue)**
 - The sidewalk will connect the Sports Park to the new intersection at University and Lark Avenue.
 - Project will provide better pedestrian access; sidewalk will meander to the sidewalk currently on the west side of University Avenue.
 - Project will be completed by October 2012.
- **Ongoing Projects (Town-wide)**
 - Street resurfacing throughout the Town.
 - Curb, gutter and sidewalk repair and improvements; damaged and broken concrete in the Placer Oaks/Circo area of Los Gatos Boulevard, the Long Meadow neighborhood off of Kennedy, and the upper part of Almond Grove, etc. which have been uplifted by various trees.
 - Completion scheduled before the fall/winter months.

C. **EV Charging Stations**

Town Engineer Rohani stated that the EV charging stations are installed and are available to customers as “EV Preferred” on a first-come, first-served basis.

Town Engineer Rohani stated that the Town Council has not approved designating the four charging stations as “EV Parking Only” until there is a demonstrated demand for it.

Commissioner Stahl asked if they are being utilized. **Chair Tanimoto** stated that in speaking with Director Capurso there was a report of 30 vehicles using the charging stations within the first three weeks of installation.

Commissioner Calise stated that although the installation of the four charging stations was a success, he’s heard from the EV community that the Town of Los Gatos has got it absolutely wrong and that it should realize that making the parking stalls “EV Parking Only” would not only increase utilization and demand, but it would benefit the Town’s sustainability and economy because it will invite customers from other cities within a 30 mile range. **Commissioner Calise** continued to state that if the stalls continued to be shared, then the EV community will not come. **Commissioner Calise** concluded by stating that he will provide the Town with the statistics and information he has received.

Commissioner Stahl asked how long it takes for an EV car to charge. **Commissioner Calise** stated it depends on the owner’s usage.

Commissioner Calise stated that more awareness should be made to the public. **Commissioner Calise** stated that he would take the lead and promote the benefits of EV vehicles, etc.

Chair Tanimoto stated that this item will remain on the agenda as a standing item for further discussion.

VII. COMMISSION MATTERS

A. VTA Update – Bicycle & Pedestrian Advisory Committee (Hanssen)

Vice-Chair Hanssen stated that the VTA BPAC did not meet in August, but met on July 11, 2012.

Vice-Chair Hanssen reported that the majority of the discussion was relative to the changes regarding the Metropolitan Transportation Commission’s framework for funding projects.

Vice-Chair Hanssen highlighted the following areas:

- At least 70% of the funds must be programmed in Priority Development Areas (PDAs; highly populated areas such as, San Francisco, San Jose, Sunnyvale, and Mountain View).

- Remaining 30% for Non-PDAs will have to compete for fund allocation.
- VTA BPAC is moving away from funding for the Bicycle Expenditure Program.

Vice-Chair Hanssen asked if the Transportation & Parking Commission had any questions or comments regarding her report. There were none.

B. Bicycle Advisory Committee (BAC) Update (Hanssen)

Vice-Chair Hanssen reported that she attended the free training workshop regarding Communication for Pedestrian and Bicycle Safety: Risk, Response and Change sponsored by the California Department of Public Health, California Office of Traffic Safety, Traffic Safe Communities Network (TSCN), and the Santa Clara County Public Health Department.

Vice-Chair Hanssen stated that strategies for bicycle and pedestrian safety were discussed and that she received a lot of useful information that the Town can use as a communication tool to increase safety. **Vice-Chair Hanssen** expressed that she would like to discuss this further at the next Bicycle Advisory Committee meeting to implement these safety guidelines and promote awareness throughout the Town.

VIII. DIRECTOR MATTERS

None.

IX. ATTENDANCE

The current Town Attendance Resolution No. 2011 - 012 states that any Commissioner who is absent from three (3) regular meetings held in a 12 month period, shall surrender his or her office on the Commission. Please contact the Commission Chair or the Parks and Public Works Department at (408) 399-5770 if you are unable to attend.

X. ADJOURNMENT

MOTION: Motion made by Commissioner Stahl that the August 9, 2012 meeting be adjourned at 8:45 a.m. to the next Special Meeting of Thursday, September 13, 2012.

Seconded by Commissioner Wilhelmsen.

VOTE: Motion carried unanimously.

Next Special Meeting: Thursday, September 13, 2012, at 7:30 a.m.

Minutes approved at the Transportation and Commission Meeting on October 11, 2012.

Respectfully Submitted by:

D Romero, Parks and Public Works

Administrative Assistant / Board Clerk